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## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/660,162	09/12/2000	Mark Robert Sivik	7886

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## FORMALITIES LETTER



\*OC000000005515861\*

Date Mailed: 10/30/2000

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

02/08/2001 YPOLITE1 00000098 162480...09660162

01 FC:105

130.00 CH



I hereby certify that this correspondence is being deposited with the  
United States Postal Service as first class mail in an envelope addressed  
to: Assistant Commissioner for Patent, Washington, D.C. 20231 on  
February 2, 2001  
Donna L. Butts  
*Donna L. Butts*  
Signature

SECTOR \$  
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P&G Case 7886

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re Application of:

Mark Robert Sivik et al

Serial No.: 09/660,162

Filed: September 12, 2000

For: PROCESS FOR PREPARING ETHER-CAPPED POLY (OXYALKYLATED)  
ALCOHOL SURFACTANTS

RESPONSE TO NOTICE TO FILE MISSING PARTS

Assistant Commissioner for Patents

Washington, D.C. 20231

Dear Sir:

Attached is a declaration filed pursuant to 37 CFR 1.67(a). In a "Notice to File Missing Parts of Nonprovisional Application - Filing Date Granted" mailed by the Patent and Trademark Office (PTO) on October 30, 2000, the PTO notified Applicants' attorney that the original declaration filed with the above-identified application was unsigned. The attached declaration corrects this deficiency. A copy of the Notice to File Missing Parts is also attached.

The Commissioner is hereby authorized to charge payment of the \$130.00 surcharge set forth in 37 CFR 1.16(e) to Deposit Account No. 16-2480. The processing fee under 37 CFR §1.17 has been determined as follows: \$390.00 for a two month extension of time. The Commissioner is also hereby authorized to charge payment of any patent application processing fees under 37 CFR Sections 1.16 and 1.17 associated with this communication or credit any over-payment to Deposit Account No. 16-2480. A duplicate copy of this sheet is attached.

The Commissioner is hereby authorized to make any additional copies of this sheet needed to accomplish the purposes provided for herein and to charge any fee for such copies to Deposit Account No. 16-2480.

Respectfully submitted,

02/08/2001 YPOLITE1 00000098 162480 09660162  
02 FC:116 390.00 CH

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February 2, 2001  
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